

REGION IV BEHAVIORAL HEALTH BOARD MINUTES

December 10th, 2015 - 11:00 a.m. to 1:00 PM

Region 4 Offices Westgate Campus, Room 131

1720 Westgate Drive, Boise, ID 83704

Presiding Officer: Rhea Morrison, Co-Chair

Board Attendees: Jeremy Clark, Greg Dickerson, Trini DeMarco, Steve Graci, Winslow Gerrish, Elt Hasbrouck, Alaina Hayden (staff), Austin Reed, Rebecca Lemmons, Rhea Morrison, Shelly Retter, Christina Smith, Jim Tibbs, Kenneth Widdick, Laura Baker, Jess Wojcik, Kim Keys

Board Attendees by Phone: Christy Sofaly, Brandi Hissong

Members of the Public: Vanessa Johnson ABHS/PWC, Penelope Hansen BPD, Laura Curtis URLEND/NNH, Rob Howarth CDHD, Evangeline M. Beechler BHPC, Aaron Darpli OPTUM, LaDessa Foster BPA Health, Amy Saijo Ascent Behavioral Health, Jessie Garringe Center for Behavioral Health, Stacey Titus NNH/URLEND, Brian Peck NNH/URLEND, Monica Forbes PEER Wellness Center,

Absent: Sabrina Swope, Elizabeth Francis

Board Excused Absences: Jennifer Burlage, Amy Korb, Carlos DeLeon

Agenda	Presenter	Discussion	Action/Next Steps
Welcome and Call To Order; Approval of Consent Agenda	Kim Keys & Rhea Morrison, Co-Chairs	Rhea Morrison called the meeting to order at 11:10 am. There is a quorum. Commissioner Elt Hasbrouck motioned to approve November meeting minutes and the December agenda. Jeremy Clark seconded the motion. All in favor. Welcome to all. Introductions were made. The meeting began with a review of Board's Mission, Vision and Values.	
Executive Committee Report;	Kim Keys & Rhea Morrison, Co-Chairs	The Executive Committee met on December 3 rd . ICADD Scholarships were reviewed and sent forward to the ICADD Committee. The Executive Committee is still waiting to hear back on the number of scholarships that will be provided. The attendance policy was also discussed, and will be talked about later in the agenda. During the discussion surrounding the Optum Meeting, the Executive Committee identified a need for a Data Workgroup, which will be discussed	

Budget Report	Executive Committee	<p>later in the agenda.</p> <p>The budget Report was discussed.</p> <p>Commissioner Hasbrouck asked if the \$1350 grant writing assistance allocation for each committee is a flexible or a set amount. Rhea advised that we can go through that in more detail once Jennifer Burlage is available to speak about it. Rebecca mentioned that the Executive Committee was looking at the pool of operating dollars not otherwise allocated for other items or activities, and that it was recommended to disperse funds evenly for grant writing among the three Board committees. Rebecca estimated that on average, a 20-30 page grant would cost around eight hundred to one thousand dollars to contract out. Commissioner Hasbrouck stated that answered his questions.</p>	
Northwest Neurobehavioral Health, LLC	Laura Curtis, Stacey Titus, & Brian Peck NNH/URLEND	<p>Northwest Neurobehavioral Health gave an introduction as to who they are. They are grant funded, and are seeking input from the Board on how to shape themselves in the most effective way, and where to best focus their money and energy. They presented on a few of their current projects related to increasing health care access to refugee children and conducting an education campaign on cytomegalovirus. Rhea mentioned that they should start to work upstream, identify potential systems changes, and work on educating physicians. Dr. Gerrish will get NNH in touch with their FMRI clinics serving refugees. See attachments for presentation materials and NNH contact information.</p>	
State Planning Council	Van Beechler, State Planning Council	<p>Idaho Federation of Families and Children has reserved video conferencing equipment as part of their children's mental health week activities. IFF is currently selecting a theme. If you have a suggestion, please talk to Steve Graci.</p> <p>2015 Gaps and Needs Assessments are due to the council by March 21st, 2016.</p> <p>Van will send out the Legislative Tool Kit via email.</p> <p>Despite the Naloxone drug policy being passed through legislature, the availability of the drug at Idaho pharmacies is limited.</p>	
Optum Meeting	Kim Keys, Co-	Kim advised that the Executive Committee had meeting w/ Optum, around	

Update	Chair	<p>some questions that the Board has posed to them. Most helpful was everyone getting on the same page as to why the Board was asking for some of the data previously requested. Optum can now target the data better. Following meeting, the Executive Committee was able to get some preliminary answers. The Board needs deeper answers, which prompted discussion on how/who to pose questions to, and the need to create a Data Workgroup.</p>	
Data Workgroup		<p>The Board will have similar questions from multiple organizations/sources to use data to better drive the Gaps and Needs Analysis to know what is going on. The Executive Committee thinks a Data Workgroup would be helpful to formulate more detailed questions to go to Optum. Please be thinking about who you would like to nominate, or if you would like to participate in this workgroup. Commissioner Hasbrouck expressed interest, and there was confirmation that he could participate via phone conference. Penelope Hansen, Greg Dickerson, and Rhea Morrison would also like to participate. Please email the Executive Committee over the next week if you would also like to participate.</p>	
Committee Orientation Meeting Update		<p>The Executive Committee met with 2 out of 3 of the Behavioral Health Committees - the Youth Behavioral Health Committee, and the Recovery & Wellness Committee. The Executive Committee was able to share the overall mission and vision of the Board as it stands, reviewed bylaws, did the Cliff Analogy, discussed grant writing/review process, and shared charter templates with the committees.</p> <p>The Executive Committee will be moving forward w/ finalizing the process and checklist to use for the grant writing process.</p> <p>The Provider Committee has had some loss in membership; The Executive Committee will help with recruitment. Once the Provider Committee is re-established, the Executive Committee will go do an orientation with them as well.</p> <p>As of now, the charter process will not be required, but help with that is offered to the committees.</p>	

		<p>The Youth Committee and Wellness & Recovery Committee are looking at grant projects and what partners they would like to bring to the table. Starting 2016, the Executive Committee has mapped out a process of having committees present a short report at each meeting.</p> <p>It was discussed that we should be thinking of finding a 501C3 organization to help get other grants that are available. Commissioner Hasbrouck will help connect the Board with SW RCD in Meridian, through his RCD contacts in Emmett. The Board agrees to have the Executive Committee research RCD, and possibly put them on the agenda at a future meeting.</p>	
Bylaw Revision & Vote	Kim Keys & Rhea Morrison, Co-Chairs	<p>The Executive Committee recommended the following changes to the Board bylaws :</p> <p>-“Termination may occur with three unexcused absences”. They spoke about defining what is unexcused vs. excused. The Executive Committee is proposing to change it to “Termination may occur with three absences”, taking out the word “unexcused”.</p> <p>Article 5 Sec 4 – The Executive Committee is proposing to take out the term “Without good cause”.</p> <p>Up for discussion is whether or not a Board member may send in a proxy, and since the proxy is not able to vote, should this still be counted as an absence? The whole purpose of revising the absentee policy is because the Board often times doesn’t have enough people for a quorum. Commissioner Jim Tibbs feels that three absences could happen to anyone, and questioned where the other Regions are at with this. Per Kim Keys, the other Regions haven’t built bylaws yet. Greg Dickerson suggested that one alternative for the quorum issue is to change what constitutes a quorum – possibly using the majority of who is present. It was agreed that since the Board is all volunteer, it’s hard to keep everyone connected, and that limiting the policy to three absences could be difficult. Kim Keys reiterated that the Executive Committee focused on the word “may” that way there could be a discussion about whether or not continuation of serving the board, or finding a replacement would be a better option. Other community members would like to be on the Board, but are waiting for terms to be up. If there are Board members who aren’t able to attend</p>	

		<p>meetings due to personal or professional conflicts, then it was suggested that they give someone else, who is available, the opportunity. Commissioner Hasbrouck agreed with the proposal to take the unexcused/excused verbiage out of the bylaws, in regard to attendance, stating that three consecutive absences may be a better option. Meaning, if a Board member incurs three consecutive absences, then they are automatically discharged from the Board. Rhea Morrison suggested using a simple majority of the full board, rather than simple majority of members present. Greg Dickerson made the suggestion of changing to four absences. Another consideration is that the Board is ahead of the game, and that they should want to have more people at meetings to talk about how to move forward with these decisions. “Unexcused” and “without cause” removal would cause removal of subjective-ness. Commissioner Tibbs suggested considering if member misses three Board meetings in a year, then having them submit something in writing to the Executive Committee stating why they missed meetings, and whether or not they would like to continue to sit on the board or not. This would also provide documentation.</p> <p>Pg. 7 – Duties of the secretary – The Executive Committee tracks attendances – after two missed absences, the secretary will call the member missing the meetings. The Executive Committee proposes that on that page – under duties of secretary – to remove “without cause” statement.</p> <p>Pg. 5, Section 6 item J – just above article 7 – “Shall authorize the Executive Committee to appoint membership to such committees”. In the current bylaws, The Executive Committee has to appoint their entire membership. The Executive Committee proposes to appoint their initial membership, then from there, each committee can determine who best fits on their committee. Item J – it is proposed to add the words “appoint initial membership”</p> <p>Article 7 Section 4 - “Unless prior board approval is given”. It is proposed to add the word “initial”.</p> <p>Commissioner Tibbs motioned to approve, Jeremy Clark seconded the motion. All in favor.</p> <p>Article 7 Section 2 (possible typo) – “Religion” is missing. The Executive</p>	
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Announcements; Next Meeting; Agenda Items; Wrap-up Presentation and Discussion	All	<p>Steve Graci advised the Board that Children’s Mental Health Awareness Week is the 1st week in May, but will hold their presentations at IDHW in Rm 131 on May 12th and 13th, 2016. There will be walks, presentation, and dinners. They are looking for a keynote speaker. Steve also advised the Board that the Youth Committee is trying to get into ICADD, and that they have already written 7 or 8 grants thus far.</p> <p>Steve also mentioned that the Idaho State Commission endorsed the Healthy Idaho plan. The group agreed that it would be of interest to put them on the agenda to talk about Healthy Idaho to see where it is going. Rebecca will contact them to make the request.</p> <p>Commissioner Tibbs reported that some counties around the state are experiencing requests to pass a resolution against Syrian refugees. Ada County has not been asked yet.</p> <p>Rebecca Lemmons reported that she recently attended a Behavioral Health round table with a variety of different sectors presenting their areas of interest in behavioral health. It was a great opportunity to see the players at the table. They will continue to hold these meetings, and Rebecca recommends attending one if you get the chance. The next one will be held on January 20th, 2016, from 10:00 a.m. – 11:30 a.m., at St. Luke’s in the Anderson Center.</p> <p>It was confirmed that there is a County meeting, in which everyone goes around and gives an update on what is going on in the Behavioral Health capacity in the areas that they work in. This meeting is held at IDHW – Westgate, every 1st Wednesday of the month, from 4:00 p.m. – 5:00 p.m.</p> <p>Next Meeting: Thursday, January 14th 11:00 a.m. – 1:00 p.m. Region 4 1720 Westgate, Room 131</p> <p>Meeting adjourned at 12:53 p.m.</p>	

Next meeting is January 14, 2016, 11:00 a.m. to 1:00 pm in Room 131 of Region 4 offices, 1720 Westgate Drive, Boise, ID 83704